

WINCHESTER RETIREMENT BOARD

71 Mt. Vernon Street
Winchester, MA 01890

Board Members:

Stacie Ward, Ex-Officio
George F. Morrissey, Chair
Robert A. Frary, Elected Member
James B. Gray, Elected Member
William G. Zink, Appointed Member



Karen Manchuso
Administrator

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PUBLIC NOTICE

WINCHESTER RETIREMENT BOARD

REQUEST FOR PROPOSALS TO PROVIDE LEGAL SERVICES

The Winchester Retirement Board (hereinafter, “the Board”) is seeking an attorney or law firm with experience representing Massachusetts public retirement boards in all matters pertaining to the Massachusetts public employee retirement law, General Laws Chapter 32 and 840 Code of Massachusetts Regulations, as well as ancillary areas of law pertinent to public agencies, including the Massachusetts Public Records Law, the State Ethics Law, and the Massachusetts Open Meeting Law. This request for proposals is subject to and will be conducted in compliance with General Laws Chapter 32, § 23B.

The Board oversees the Winchester Retirement System, a Massachusetts governmental unit which administers the public pensions of over 820 active and retired employees and their beneficiaries. The Board manages approximately \$127 Million in System assets and employs a staff of one, in offices located at 71 Mount Vernon Street, Winchester, Massachusetts.

To be considered for selection, the attorney or law firm should possess knowledge and proficiency with General Laws Chapter 32 and 840 Code of Massachusetts Regulations, and disclosures. Attorneys should have experience with appeals filed with the Contributory Retirement Appeal Board and in all Massachusetts Courts.

In order to obtain a copy of this Request for Proposal, please visit the Retirement Webpage at <https://www.winchester.us>, or you may contact Karen Manchuso at the above contact information.

The proposal deadline is Monday, March 25, 2019, at 4:00 PM EDT; the RFP may be obtained up to the proposed deadline. PROPOSALS OR UNSOLICITED AMENDMENTS WILL NOT BE ACCEPTED AFTER THE CLOSING DATE AND TIME.